

**NORTH DAKOTA WORKFORCE DEVELOPMENT COUNCIL
LOCAL YOUTH COUNCIL
CHARTER**

Purpose

Local Youth Councils are being endorsed by the North Dakota Workforce Development Council and the North Dakota Youth Development Council to facilitate better planning, cooperation and coordination of delivery of youth services.

Sponsor

The North Dakota Workforce Development Council and the North Dakota Youth Development Council encourage the formation of local Youth Councils with membership from mandatory partners of the One-Stop Career Center System and other agencies servicing or with experience in serving youth or operating youth programs.

Membership

Members to the Local Youth Councils will be voluntary and will be designated by the local partner agency administrator. Membership representing the following categories is suggested:

1. The North Dakota Youth Development Council;
2. The mandatory partners included in the One-Stop Career Center Delivery System;
 - a. Job Service North Dakota
 - b. County Social Service
 - c. Job Corps
 - d. Tribal WIA
 - e. Vocational Rehabilitation
3. Local youth service agencies;
 - a. juvenile justice
 - b. local law enforcement agencies
4. Secondary and Post Secondary Education Agencies;
5. Local public housing authorities;
6. Parents of eligible youth seeking assistance under the Workforce Investment Act;
7. Individuals, including former participants, and representatives of organizations, that have experience relating to youth activities; and
8. Other appropriate individuals.

Where possible, a member of the North Dakota Youth Development Council will serve as the Facilitator until the local Youth Council elects their own Chairperson.

Officers of the local Youth Councils should consist of an elected Chairperson, Vice-Chairperson and Recording Secretary. Notes or minutes of each meeting should be maintained by the local Youth Council.

Local Youth Councils will be organized as working committees of the North Dakota Youth Development Council.

Goal(s)

1. Local Youth Councils will coordinate a system of youth development, education, and training that promotes and enhances academic achievement, high school graduation, work readiness skills, postsecondary readiness, occupational skill achievement, and employment readiness;
2. Develop a local Memorandum of Understanding between the members and partners of the local Youth Council;
3. Develop a local calendar of events for youth activities and itinerant services;
4. Develop a local needs assessment for youth to determine locally-identified needs of both dropouts and in-school youth particularly those at risk of dropping out, to guide the design of local programs and service delivery;
5. Based on a needs assessment, will recommend and prioritized a local youth service goal and an array of service strategies that coordinates with all WIA partner programs the delivery of comprehensive and tailored services to each youths needs;
6. Promote the service strategies that will emphasize the use of SCANS skills through contextual learning opportunities that combines school-based learning opportunities with work-based learning opportunities such as work study, internships and community volunteer opportunities;
7. Identify and support the development of continuous improvement of the local youth services delivery system to include development of linkages to assure coordination and non-duplication among programs and activities; and
8. Provide input to the North Dakota Youth Development Council and the North Dakota Workforce Development Council on recommended policy, system improvements and State Unified Strategic Plans.

Priority

The Local Youth Councils will meet at least quarterly and provide copies of meeting notes or minutes to the North Dakota Youth Development Council.

Parameters

The local Youth Council will work to improve the cooperation and coordination of local service delivery to youth and make recommendations to the North Dakota Youth Development Council and/or the Workforce Development Council on priorities and improvements to youth service delivery.

Authority/Empowerment

Creation of Local Youth Councils were recommended by the North Dakota Youth Development Council and adopted by the North Dakota Workforce Development Council as a way to further improve the communication and coordination among the One-Stop Career Center System partner staffs at the local level. The Local Youth Councils are charged with developing front line staff awareness and coordination of services among all partner agencies.

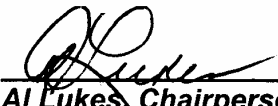
Meetings of the North Dakota Youth Development Council are open and public meetings, local Youth Council's may want to designate a member to be in attendance at the quarterly North Dakota Youth Development Council Meetings to provide local input on youth policy and planning.

The North Dakota Workforce Development Council is not providing financial support to local Youth Councils or members of local Youth Councils for any expenses that may be incurred in the operation of local Youth Councils.


The North Dakota Workforce Development Council will provide technical assistance to local Youth Councils when requested.

- **Key dependencies**

- Mandatory Partner participation
- Coordination with and among Mandatory Partners
- Sound needs assessments and joint unified planning for local delivery of services.


Al Lukes, Chairperson
NDWDC

9/10/2003
Date


Lyn Dockter-Pinnick
NDYDC

9/11/03
Date

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